



County of Los Angeles
Chief Executive Office

COMMUNITY SERVICES CLUSTER AGENDA REVIEW MEETING

FESIA A. DAVENPORT
Chief Executive Officer

DATE: Wednesday, June 8, 2022
TIME: 3:30 p.m.

**THIS MEETING WILL BE CONDUCTED VIRTUALLY TO ENSURE THE SAFETY OF MEMBERS OF THE
PUBLIC AND EMPLOYEES AS PERMITTED UNDER STATE LAW.
TO PARTICIPATE IN THE MEETING CALL TELECONFERENCE NUMBER: (323) 776-6996 ID: 994 112 379#**
[Click here to join the meeting](#)

AGENDA

Members of the Public may address the Community Services Cluster on any agenda item by submitting a written request prior to the meeting. Two (2) minutes are allowed per person in total for each item.

1. **CALL TO ORDER**
2. **INFORMATIONAL ITEM(S):** [Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices with advance notification]:
 - A. Board Letter (Public Works – Capital Project) for June 28, 2022, Board agenda:
CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
HALL OF ADMINISTRATION
ROOM 140 REFURBISHMENT PROJECT
APPROVE CAPITAL PROJECT AND BUDGET
APPROVE APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACTING SPECS. 7814;
CAPITAL PROJECT NO. 87796
3. **PRESENTATION/DISCUSSION ITEM(S):**
 - A. Board Briefing (Public Works):
BIPARTISAN INFRASTRUCTURE LAW UPDATE: EQUITABLE AND SUSTAINABLE
OUTCOMES IN FEDERAL INFRASTRUCTURE FUNDING
Speaker: Mark Pestrella
 - B. Discussion:
COMMUNITY SERVICES CLUSTER MEETING SURVEY RESULTS
4. **PUBLIC COMMENTS (2 minutes each speaker)**
5. **ADJOURNMENT**

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	6/8/2022	
BOARD MEETING DATE	6/28/2022	
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input checked="" type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	CEO, DPW, Executive Office	
SUBJECT	HOA Rm 140 Refurbishment project	
PROGRAM	HOA Rm 140 Refurbishment project, Capital Project No. 87796	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS		
COST & FUNDING	Total cost: \$\$2,100,000	Funding source: Project is currently funded with \$800,000 from additional fund balance allocated to the project during FY 21-22 Supplemental Budget. Approval of the proposed appropriation adjustment will transfer \$\$900,000 from the Various-Refurbishments-General Refurbishments Project, Capital Project No. 86613 and \$400,000 from the Hall of Records 7th Floor Renovation Project, Capital Project No. 87365, to the Hall of Administration Room 140 Refurbishment Project, Capital Project No. 87796 to fully fund the proposed project.
	TERMS (if applicable):	
	Explanation:	
PURPOSE OF REQUEST	Approve the project budget of \$2,100,000 for the HOA Rm 140 Refurbishment project, Capital Project No. 87796	
BACKGROUND (include internal/external issues that may exist including any related motions)	CEO Capital Programs is currently working with the Department of Public Works (DPW) and the Executive Office (EO) on a capital project to design and refurbish the Hall of Administration Room 140. The scope involves modernizing the existing conference room to provide functional and flexible meeting space for the Executive Office, Board Commissions, CEO and other HOA Departments. The remodeling will incorporate modern audio/visual equipment and flexible furniture that supports multiple configurations of the new meeting space. It will maximize the efficiency of the meeting space and provide functional access/egress to support multiple meeting sizes. Acoustical performance will also be incorporated into the design to accommodate meetings running concurrently in adjacent spaces. The scope also includes refurbishing the side meeting Room 140B and the lobby adjacent to both 140 and 140B.	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	

SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:
DEPARTMENTAL CONTACTS	Alicia Ramos, Project Manager, (626) 300-2344, aramos@dpw.lacounty.gov Alex Bajarias, Senior Analyst, (213) 974-4263, abajarias@ceo.lacounty.gov

June 28, 2022

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
HALL OF ADMINISTRATION
ROOM 140 REFURBISHMENT PROJECT
APPROVE CAPITAL PROJECT AND BUDGET
APPROVE APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACTING
SPECS. 7814; CAPITAL PROJECT NO. 87796
(FISCAL YEAR 2022-23)
(SUPERVISORIAL DISTRICT 1)
(3 VOTES)**

SUBJECT

Public Works is seeking Board approval of the Hall of Administration Room 140 Refurbishment Project and authorization to use a Board-approved Job Order Contract for delivery of the project.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Hall of Administration Room 140 Refurbishment Project exempt from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the project.
2. Approve the Hall of Administration Room 140 Refurbishment Project, Capital Project No. 87796, with a total project budget of \$2,100,000.
3. Approve an appropriation adjustment to transfer \$900,000 from the Various-Refurbishments-General Refurbishments Project, Capital Project No. 86613, and \$400,000 from the Hall of Records 7th Floor Renovation Project, Capital Project No. 87365, to the Hall of Administration Room 140 Refurbishment Project, Capital Project No. 87796, to fully fund the project.

4. Authorize the Director of Public Works or his designee to use a Board-approved Job Order Contract for construction of the Hall of Administration Room 140 Refurbishment Project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the Hall of Administration (HOA) Room 140 Refurbishment Project categorically exempt from the California Environmental Quality Act (CEQA); approve the project, budget, and appropriation adjustment to fully fund the project; and authorize use of a Job Order Contract (JOC) for construction of the project.

Background

The Kenneth Hahn HOA is a prominent building in the Los Angeles Downtown Civic Center. The HOA was planned as part of the 1957 Civic Center Master Plan and was completed in 1960. The building houses offices for the Board of Supervisors, County Counsel, and the Chief Executive Office and includes the Board of Supervisors Hearing Room.

The proposed project consists of remodeling the HOA's First Floor existing Conference Room 140 to create a flexible and accessible meeting space. The renovated conference room will be used for public overflow during Board of Supervisors meetings and will host public hearings by various County commissions. The renovations will include new architectural finishes, including partitions to allow the room to be divided into smaller meeting spaces; mechanical system upgrades; new information technology and audiovisual equipment; and new furniture, fixtures, and equipment. Furniture will be procured through the Internal Services Department as the County's Purchasing Agent.

It is anticipated that construction will begin in August 2022 and be substantially completed in January 2023.

Green Building/Sustainable Design Program

The project supports the Board's Green Building/Sustainable Design Program by implementing energy efficient lighting that will comply with California Title 24.

Implementation of Strategic Plan Goals

These recommendations support the following County Strategic Plan: Goal III, Realize Tomorrow's Government Today, Strategy II.2, Support the Wellness of our Communities; and Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2, Manage and Maximize County Assets. The project will contribute to these goals by re-envisioning underused and underperforming areas of the building and improving an existing structure that will provide more efficient services for quicker response to the community.

FISCAL IMPACT/FINANCING

The project budget is currently estimated at \$2,100,000. The budget includes construction; change order contingency; furniture, fixtures, and equipment; plans and specifications; consultant services; permit fees; and County services. The project budget and schedule are included in Enclosure A.

The proposed project is currently funded with \$800,000 in net County cost. Approval of the enclosed appropriation adjustment (Enclosure B) will authorize the transfer of \$900,000 from the Various-Refurbishments-General Refurbishments Project, Capital Project (CP) No. 86613, and \$400,000 from the Hall of Records 7th Floor Renovation Project, CP No. 87365, to the HOA Room 140 Refurbishment Project, CP No. 87796, to fully fund the project.

Operating Budget Impact

No initial one-time, start-up costs or appreciable increases in ongoing maintenance and operational costs are anticipated due to the proposed project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Art Policy amended on August 4, 2020, the proposed project budget includes 1 percent of the eligible design and construction costs for the Civic Art Allocation, which is estimated at \$14,000.

In accordance with the Board's consolidated Local and Targeted Worker Hire Policy adopted on September 6, 2016, the project will include a best effort hiring goal that at least 30 percent of the total California craft worker hours for construction of the project be performed by Local Residents and will not include Targeted Worker component.

ENVIRONMENTAL DOCUMENTATION

The proposed project, which involves interior alterations and code upgrades, is categorically exempt from the provisions of CEQA. The project scope is within certain classes of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Section 15301 (a) and (d) and Section 15331 of the State's CEQA Guidelines and Class 1 (d) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The project involves minor alteration of the interior of an existing public facility with negligible or no expansion of use and maintenance and repair of a historical facility in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties Guidelines. The HOA is considered a historic resource identified as a contributing structure in the Los Angeles Civic Center Institutional Historic District, which was formally determined eligible for listing in the National Register of Historic Places in 2010.

In addition, based on the project records, the project is not in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites compiled pursuant to Government Code Section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historic resource that would make the exemption inapplicable.

Upon the Board's approval of the recommended actions, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 21152 of the California Public Resources Code and will post the Notice to its website in accordance with Section 21092.2.

CONTRACTING PROCESS

Public Works utilized a Board-approved, on-call consultant to complete the design and is requesting Board authorization to complete the construction using a Board-approved JOC.

The project scope includes substantial remodeling and alteration work and Public Works has made the determination that the use of a JOC is the most appropriate contracting method to deliver the project.

The Honorable Board of Supervisors
June 28, 2022
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IMPACT ON CURRENT SERVICES (OR PROJECTS)

The existing Conference Room 140 A and B will be closed throughout the estimated four months of construction. All demolition and construction work that may be disruptive to building occupants will be scheduled outside of normal business hours so as not to disrupt County operations. In the event of activities that cannot conform to nonoperating hours, such work will be coordinated in advance with all impacted stakeholders to minimize disruptions

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Project Management Division I.

Respectfully submitted,

MARK PESTRELLA, PE
Director of Public Works

MP:LR:cg

Enclosure

c: Department of Arts and Culture
Auditor-Controller
Chief Executive Office (Capital Programs Division)
County Counsel
Executive Office
Internal Services Department

June 28, 2022

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
HALL OF ADMINISTRATION
ROOM 140 REFURBISHMENT PROJECT
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SPECS. 7814; CAPITAL PROJECT NO. 87796
(FISCAL YEAR 2022-23)
(SUPERVISORIAL DISTRICT 1)
(3 VOTES)**

I. PROJECT SCHEDULE SUMMARY

Project Activity	Scheduled Completion Date
Construction Documents	03/2022*
Construction Start	08/2022
Substantial Completion	01/2023
Final Acceptance	04/2023

*Completed Activity

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Project Budget
Construction	\$1,098,000
Contingency	\$ 205,000
Civic Art	\$ 14,000
Information Technology Infrastructure	\$ 60,000
Plans and Specification	\$ 279,000
Consultant Services	\$ 73,000
Miscellaneous Expenditure	\$ 145,000
Jurisdictional Review/Plan Check/Permits	\$ 15,000
County Services	\$ 211,000
TOTAL	\$2,100,000

April 19, 2022

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF CHIEF EXECUTIVE OFFICER

AUDITOR-CONTROLLER:
THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HER RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFORE
FY 2021-22
3 - VOTES

SOURCES	USES
VARIOUS CAPITAL PROJECTS VARIOUS-RFURB-GEN REFURBISHMENTS A01-CP-6014-65099-86613 CAPITAL ASSETS - B & I DECREASE APPROPRIATION900,000	VARIOUS CAPITAL PROJECTS HOA ROOM 140 REFURBISHMENT A01-CP-6014-65099-87796 CAPITAL ASSETS - B & I INCREASE APPROPRIATION1,300,000
VARIOUS CAPITAL PROJECTS HALL OF RECORDS 7TH FLOOR RENOVATION A01-CP-6014-65099-87365 CAPITAL ASSETS - B & I DECREASE APPROPRIATION400,000	
SOURCES TOTAL\$ 1,300,000	USES TOTAL\$ 1,300,000

JUSTIFICATION

Reflects the transfer of \$900,000 from the Various-Refurbishments-General Refurbishments project, Capital Project No. 86613 and \$400,000 from the Hall of Records 7th Floor Renovation project, Capital Project No. 87365, to the Hall of Administration Room 140 Refurbishment Project, Capital Project No. 87796 to fully fund the proposed project.

James Yun
Digitally signed by James Yun
Date: 2022.03.23 11:54:56 -07'00'

AUTHORIZED SIGNATUREJAMES YUN, MANAGER, CEO

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---	<input type="checkbox"/> ACTION	<input checked="" type="checkbox"/> APPROVED AS REQUESTED
AUDITOR-CONTROLLER	<input checked="" type="checkbox"/> RECOMMENDATION	<input type="checkbox"/> APPROVED AS REVISED
BY Lan Sam	CHIEF EXECUTIVE OFFICER	BY Amir Alam
B.A. NO. 189	DATE March 24, 2022	DATE 3/29/2022